



ICAR - CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES
(Indian Council of Agricultural Research)
BARRACKPORE, KOLKATA - 700 120, WEST BENGAL



Advertisement No. Rec/ 1/2014

Applications are invited for filling up the following Technical and Administrative posts at CRIJAF, Barrackpore, Kolkata, W. B. and its research stations under the administrative control of Indian Council of Agricultural Research:

Sl. No.	Name of the post	Scale of pay	*No. of vacancies & reservation position	Age as on date of publishing of this advertisement in Employment News	Essential / Desirable Qualification
1.	Technical Assistant (T-3) (Field/Farm Technician)	PB 1 (Rs.5200-20200/-) + Grade Pay Rs.2800/-	1(One) OBC	18-30 years, the upper age limit is relaxable by three years for OBC.	Essential :- Bachelor's degree in Agriculture from a recognized university. Desirable:- At least one year experience in field / farm operations and proficiency in computer application.
2.	Technician (T-I) (Field/Farm Technician)	PB 1 (Rs.5200-20200/-) + Grade Pay Rs.2000/-	6(Six) UR - 4 ST- 1 OBC- 1	18-30 years, the upper age limit against reserved post is relaxable in case of ST/OBC as permissible under the rules against reserved posts for respective category only (5 years for ST, 3 years for OBC).	Essential :- Matriculate with at least one year certificate in Agriculture from recognized institution. Desirable:- Experience in field / farm operations.
3.	Lower Division Clerk	PB 1 (Rs.5200-20200/-) + Grade Pay Rs.1900/-	6 (six) UR- 3 SC- 1 OBC - 2	18-27 years , the upper age limit against reserved post is relaxable in case of SC/OBC as permissible under the rules against reserved posts for respective category only (5 years for SC, 3 years for OBC).	Essential:- 1) 12 th Class or equivalent qualifications from a recognized Board or University, 2) a typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH on an average of 5 key depressions for each word)

*The vacancy position is tentative and likely to increase / decrease.

General instructions of candidates :-

- 1) The prescribed essential qualifications are minimum and enhanced qualification does not entail candidates to be called for written test / practical test / interview. Where the number of applications received in response to the advertisement are large and it will not be convenient or possible for the Institute to call all the candidates for written test / practical/interview, the Director, CRIJAF reserves the right to fix the criteria for calling the candidates on the basis of qualification, experience etc. After screening for application, the candidates will be called for written test / trade test / interview.
- 2) These posts are non-government under Indian Council of Agricultural Research , which is an autonomous body and will be governed by New Pension Scheme, 2004 introduced by Govt. of India with other service conditions mutatis-mutandis and as amended from time to time.
- 3) There will be no age limit for the employee of the Council for the above said posts. The crucial date for determining the age limit and qualification in each case will be 01.07.2014.
- 4) The RA's / SRF's who have been engaged on contractual basis by different Projects of CRIJAF / ICAR Institutes / ICAR without break for less than six months as on date be considered with their qualifications by granting them appropriate relaxation in the upper age limit to the extent of their spell they were actually engaged as RA's/SRF's fulfilling conditions as mentioned in ICAR Order no. 19(25)/2011 E.IV dated 24.01.12 (maximum of 16 years 3 months). This age relaxation is available in respect of T-3 post only. This dispensation is only for

relaxing the maximum age limit and does not imply any other relaxation whatsoever, regarding essential qualifications / experience etc.

- 5) All posts are temporary but likely to continue and candidates must ensure that they fulfill all the eligibility conditions for these posts with regard to qualifications and age limit etc.
- 6) Persons already in employment should route their application through proper channel, otherwise, their application received directly are liable to be rejected. At the time of personal interview, the candidates / applicants are required to submit No Objection Certificate from their employer.
- 7) No correspondence will be entertained from any candidate for selection /test/interview/ appointment. Canvassing in any form will be treated as disqualification.
- 8) Candidates are advised to send attested copies of each certificate or any other authentic document in support of their age alongwith mark-sheet, caste certificates, certificates in support of getting age relaxation etc. with their applications.
- 9) The application should be submitted to the Director, Central Research Institute for Jute & Allied Fibres, (Indian Council of Agricultural Research), Barrackpore, Kolkata - 700120, West Bengal only in proforma appended strictly typed in A4 size paper / handwritten accompanied by one latest passport size photograph alongwith examination fee (non-refundable) of **Rs.500/-** (Rupees five hundred only) for each post, is to be sent in the form of Bank Draft in favour of **ICAR UNIT – CRIJAF** Payable at **Kolkata** issued after the date of publication of Advertisement and written on the back the name of the candidates , post name , Advt. No. and Sl. No. Candidates belonging to SC/ST & PH are not required to pay any fee. Women candidates are also exempted to pay application fee. Application proforma and advertisement are also available on the Institute website www.crijaf.org.in.
- 10) The last date of receipt of application form duly completed in all respects is **30 days from the date of publishing of this advertisement in Employment News** (For applications posted from Andaman and Nicobar Islands, Lakshadweep, Minicoy and Amindivi Islands, States / Union Territories in the North Eastern Region, Ladakh Division of Jammu and Kashmir State, Sikkim, Pangi, Subdivision of Chamba, Lahul and Spiti districts of Himachal Pradesh, last date of receipt of applications will be **45 days from the date of publishing of this advertisement in Employment News**).
- 11) Application not accompanied by the prescribed fee or incomplete or without prescribed proforma or declaration or without certified copies of their certificates i.e. without proof of qualification, age, caste certificate, unsigned and certificate of getting age relaxation shall be summarily rejected. No representation or correspondence regarding such rejection shall be entertained under any circumstances.
- 12) The candidates are required to declare the relative's name of the employee/s if any, working in CRIJAF / ICAR in the application form.
- 13) Government strives to have a work force which reflects gender balance and women candidates are encouraged to apply. Benefits available to women employees may be seen in the website www.persmin.nic.in.
- 14) The candidates may submit their application strictly in the prescribed proforma as published in newspapers / CRIJAF website , fill up the column in their own handwriting. The envelope containing the application form should be super-scribed in bold letters as "APPLICATION FOR THE POST OF, Advt. No.Sl. No....." as the case may be.
- 15) The selected candidate will initially report at CRIJAF. However, the appointee will be liable to serve in any of the Regional Research Stations of CRIJAF located at a) Bamra, Odisha, b) Sorbhog, Assam, c) Pratapgarh, Uttar Pradesh, d) BudBud, Burdwan or e) Headquarters as per discretion of the Director, CRIJAF.
- 16) Application received after due date for any reason including postal delay be summarily rejected.
- 17) The Director, CRIJAF reserves the right to increase or decrease the number of vacancies, change any of the conditions, change the dates of tests / interview and rejects any or all applications without assigning any reason thereof, whatsoever.
- 18) All the dispute/litigation, if any, in this regard will be subject to Barrackpore jurisdiction only.
- 19) All further instructions will appear only at the Institute website www.crijaf.org.in.

Administrative Officer

APPLICATION FORMAT

Affix latest
passport size
self attested
photograph

Advt. No. _____
Application for the post of _____
Sl. No. of the post applied from _____
this advt. _____
Name and Sl. No. of other _____
post(s) if applied from this same _____
advt. _____

1. Name of the applicant (in block letters) _____
2. Father's / Husband's name _____
3. Date of Birth and Place _____
4. Nationality _____
5. Age as on 01.07.2014 _____
6. Sex (male / female) _____
7. Present address _____

8. Permanent address _____

9. Whether belongs to SC/ST/OBC/PH
If yes, enclose attested copy of the
certificate issued by appropriate
authority duly attested by Gazetted
Officer _____
10. Educational qualification / technical qualification :

Sl. No.	Name of Examination	University/ Board	Year of passing	Grade / Division & % of marks in aggregate	Subject passed

11. Experience:

Name of employer	Designation	Pay scale / salary / consolidated remuneration drawn	Period		Nature of duties / works
			From	To	

12. Details of application fee:

Demand draft No.	Date	Issuing Bank	Amount

13. Any other relevant information the candidate may like to add, if any

14. Whether his /her relative is employed in CRIJAF / ICAR Institutes / ICAR (if yes, furnish the name / designation/place of the person and describe his / her relationship):

Name of Relative	Designation	Place	Relation with applicant	Remarks

DECLARATION

I solemnly declare that all the statement made in this application are true , complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found incorrect/incomplete /ineligible being detected at any time before or after selection / interview, my candidature is liable to be rejected outright and I shall be bound by the decision of the Director, CRIJAF.

Place:..

Signature of candidate

Date: